

**MINUTES OF WESTMILL PARISH COUNCIL MEETING ON 24 August 2022 AT 7.30PM in  
The Children's Room, St Mary the Virgin, Westmill**

**Councillors:** Michael McRae (Chair)    Winston Pickup    Bernadette King  
                  Anne Downes                    Ray Partridge        Jim Beaven (8.20pm)

**Officer attending:** Sarah Kubica (Clerk and RFO)

**Present:** 5 members of the public

**Present:** District Cllr Andrew Huggins

**APOLOGIES FOR ABSENCE**

22.053 Cllr Beaven's apology for a late arrival was noted and approved

**DECLARATIONS OF PECUNIARY INTEREST**

22.054 Cllr McRae and Cllr King declared an interest in matters relating to the T&M Greg Trust in their capacity as Trustees of the T&M Greg Trust

**MINUTES OF MEETING**

22.055 The minutes of the WPC meeting held on 18 May 2022 were proposed by Cllr Partridge and seconded by Cllr King and approved by Parish Cllrs present as a correct record

**UNAUTHORISED DEVELOPMENT ON CHERRY GREEN LANE (CGL) UPDATE**

22.056 Cllr Huggins recognised the lengthy delay in any decision from Planning. The applicants have responded to Highways recommendations for refusal by submitting revised plans including tree survey, highways drawings detailing tracking and splay visibility analysis and a traffic survey (resulting in a re-consultation of 3/21/2509/FUL). Highways has yet to produce its statement on the re-consultation and will follow a similar deadline and may review other feedback before submitting a new response. The officer will begin to draft recommendations as the 18 August deadline for comments has passed. If this application is recommended for approval it will go to Development Management Committee (DMC), the Agenda for the DMC will include officer recommendations and is a policy-based decision. Recently a Gypsy and Traveller (G&T) Needs Assessment for East Herts Council (EHC) has been carried out and concluded that there are not enough available pitches. There are sites in North Ware and Gilston which may increase in size. DMC date is not confirmed but may be 5 October although cancellation of 7 September DMC meeting may impact the expected date. Highway and arboricultural issues could be key factors in this application. In the event of refusal either directly from the planning officer or after DMC, EHC will then consider the breach of the injunction.

**REPRESENTATION AT PLANNING COMMITTEE**

22.057 In researching an individual to represent the village at DMC Cllr McRae has approached two Westmill residents with legal backgrounds. The speaker will have 3 minutes to state the case covering East Herts District Plan, policy, environmental impact and site history. Cllr Downes stated that the speaker be articulate and engaging. Cllrs McRae, Pickup and King agreed that a suitable Westmill resident known to them should be approached and Cllrs Downes, Partridge and Beaven agreed in principle and would like an opportunity to meet with the resident to seek agreement.

**PUBLIC PARTICIPATION**

22.058 **Q:** Does Cllr Huggins know what the planning officer decision on the G&T site in Westmill will be? **A:** Cllr Huggins explained that whilst he does engage in discussion with the planning team and knows the features of the case and policy, he cannot supply information on a final decision. This will be provided by the planning officer. **Q:** Should development be continuing whilst the injunction is in place? **A:** Cllr Huggins confirmed that there should be no development on the site and if there is, should be reported here:

<https://www.eastherts.gov.uk/planning-building/planning-enforcement/planning-enforcement-reporting-form>

Enforcement will not happen until the planning process is complete.

**Cllr Huggins discussed 22.062 and 22.064 then left, with 3 members of the public also leaving the meeting**

**Cllr Beaven arrived 8.20pm**

**FINANCE**

22.059 RFO circulated information on payments expected to November 2022. The list of payments is an appendix to these minutes.

22.060 The payments before Council were agreed.

22.061 Review of budget, only electricity is in excess of current budget due to disconnection of supply. 2023/4 budget proposal for next meeting

**EAST HERTS WARD BOUNDARY CHANGES**

22.062 New wards are effective at May 2023 local elections with Westmill, the Mundens, Ardeley, Sacombe and Bengeo Rural to form a single member ward with new representation

**CHRISTMAS TREE AND LIGHTS**

22.063 Cllrs Beaven and Partridge to attach lights to car battery and tree will be in place for 2 December lighting event

**PLANNING**

22.064 Cllr Huggins confirmed that the planning application has been received for Buntingford West (350 new homes) 3/22/1551/FUL. If approved, building construction will complete before roundabout construction so stress on the A10 will be increased. Doctor surgery may relocate to Nevitts site. Other planning details attached as an appendix to these minutes

**HCC HIGHWAYS**

22.065 Highways has erected barriers and cleared debris around damaged bridge on north exit from village. Cllr Downes disappointed that repairs to the top of Station Hill have not been addressed

**RISK ASSESSMENT**

22.066 Parking damaging the village green was discussed and Cllr McRae to investigate additional posts with Cllrs Beaven, Partridge and Pickup to secure loose posts. Cllr Downes has a contact at EHC who will confirm if a request has been received to prune the large lime tree. If nothing received Cllr Downes will contact a different arboriculturalist. Cllr Partridge received a noticeboard quote for £1600 and will research means to fund this.

**POLICE REPORT/NEIGHBOURHOOD WATCH**

22.067 Apologies from PCSO Karen Broad, unable to attend today due to operational constraints. Neighbourhood Watch representative Dennis Downes reported damaged bridge at north exit of Westmill to the Police. One theft of a catalytic convertor from a vehicle parked adjacent to the Children's playground. Incidents of dogs barking and running onto the public highway on CGL have been reported to Police.

**GREG TRUST (GT)**

22.068 Cllr McRae updated all present, the Village Hall floor has been sanded, retreated and polished. Structural engineer has been appointed to survey with further inspection and recommendations to come for roof repairs in summer 2023. Planning application submitted to improve living space layout of 4 Pilgrims Close. Tree survey in Twitchell identified 8 dead trees for removal mid-September. Report awaited from annual inspection of playground. Next meeting 26 September

**CLERK/RFO REPORT**

22.069 Small Authority Audit Appointments (SAAA) is appointing 2023-26 auditor and WPC will continue under this arrangement. Clerk to submit VAT return. Affinity Water is asking users to sign up to [saveourstreams.co.uk](https://saveourstreams.co.uk)

**MATTERS ARISING**

22.070 Cllr King gave a summary of the 'Levelling Up' Zoom meeting she attended with Cllr Beaven which focussed on the role of the PC in planning and regeneration via a Prosperity Fund with lots of new initiatives expected including waste aiming for 85% recycling (currently 46%). Cllr Downes suggested resident engagement to promote interest in the May 2023 PC elections, by promoting on 2 December tree lighting, household leafleting, website and social media? Cllr McRae is already actively promoting the roles in conversation with residents and other councillors are encouraged to do the same

**DATE OF NEXT MEETING**

22.071 30 November 2022 agreed with 22 February 2023 and 17 May 2023 proposed

**MEETING CLOSE**

22.072 The meeting closed at 9.25pm. Cllr McRae thanked everyone for their contribution

Cheque/DD	Item Description	Amount (VAT incl)	Payee
Payments since last meeting 18 May 2022			
BACS	LITTER MAY	97.50	M.MASON
BACS	LITTER JUNE	97.50	M.MASON
BACS	LITTER JULY	97.50	M.MASON
BACS	CLERKS SALARY APR-JUN	250.00	S KUBICA
DD	WEBSITE & EMAIL MAY	9.60	IONOS
DD	WEBSITE & EMAIL JUNE	9.60	IONOS
BACS	GRASS CUTS MAY	153.00	M FOSKETT
BACS	GRASS CUTS JUNE	102.00	M FOSKETT
BACS	ZURICH INSURANCE	457.65	ZURICH
DD	ANNUAL FEE GDPR	35.00	ICO
BACS	DOG BIN EMPTYING ANNUAL FEE	139.81	EHDC
DD	ELECTRICITY APR/MAY	10.52	EON NEXT
BACS	LAMINATING SHEETS EXPENSES	5.00	R PARTRIDGE
BACS	SUBSCRIPTION	10.00	100 PARISHES
BACS	TELEPHONE KIOSK PAINTING	160.00	MS ROBERTSON
Payments expected to November 2022			
DD	WEBSITE & EMAIL AUGUST	9.60	IONOS
DD	WEBSITE & EMAIL SEPTEMBER	9.60	IONOS
DD	WEBSITE & EMAIL OCTOBER	9.60	IONOS
DD	WEBSITE & EMAIL NOVEMBER	9.60	IONOS
BACS	CHRISTMAS TREE	120.00	PARKINS DANE END
BACS	CLERKS SALARY JUL - SEP ESTIMATE	250.00	S KUBICA
DD	ELECTRICITY DISCONNECT	235.00	EON NEXT
BACS	GRASS CUTS JUL - SEP	102.00	M FOSKETT
BACS	LITTER AUGUST	97.50	M.MASON
BACS	LITTER SEPTEMBER	97.50	M.MASON
BACS	LITTER OCTOBER	97.50	M.MASON
BACS	DONATION MEETING ROOM	25.00	ST MARY THE VIRGIN
BACS	DONATION	1000.00	GREG TRUST
BACS	DONATION	200.00	ST MARY THE VIRGIN
BACS	DEFIBRILATOR MAINTENANCE SUBS EST	151.20	CHT

Planning Application Consultation	Location	Deadline/ Decision Date	Description/Comments	Decision	LPA Appeal Ref
3/21/3014/HH	Westmill Bury	18/08/22	Installation of a chemical free natural swimming pool to rear garden	Grant consent with conditions	N/A
3/21/2509/FUL	Land at Cherry Green Lane	18/08/22	Change of use of the land for 2 Gypsy and Traveller residential pitches, accommodating the siting of 2 mobile homes, 4 touring caravans and 2 dayroom/amenity buildings, alongside the formation of an access road, areas of hardstanding, provision for foul water drainage and widened site entrance onto CGL	Reconsultation Pending	N/A
3/22/0971/FUL	Land East of Wakeley Farm	20/06/22	Change of use of the land for the siting of 3 glamping cabins. Hard surfacing for parking areas (retrospective)	Pending	
3/21/1577/FUL	Coles Hill House	12/08/22	Installation (below ground) of ground source heat pump array and installation (above ground) of PV (photo-voltaic) array	Grant consent with conditions	N/A
3/21/0909/LBC	Knights Hill Farm	10/05/21	Convert agri building to 3 bedroom dwelling. Demolition of ancillary outbuildings/stairs. Install new walls, internal stairs.	Pending	N/A
3/21/0908/FUL			Change of use.	Pending	
3/21/1792/LBC 3/21/1791/FUL			09/08/21 10/08/21	Change of use of a group of agricultural farm buildings into 4no. dwellings and associated works	
3/21/2442/FUL	1&2 Knights Hill Cottages	19/08/22	Erection of two storey side extensions, single rear storey extensions to link dwellings to the existing detached stores, replacement pitched roofs, alterations to fenestration and openings, erection of two detached garages, new vehicular access and associated residential curtilages	Grant consent with conditions	N/A
3/22/0345/FUL	Land at Whatbarns	21/03/22	Erection of an agricultural grain store building to replace the temporary grain store	Pending	
3/22/1026/ARPN	Barn 1 Gaylors Farm	14/07/22	Change of use of agricultural barn to C3 (residential), to create 1 dwelling	Application Withdrawn	
3/22/1027/ARPN	Barn 2 Gaylors Farm	11/07/22	Change of use of agricultural barn to C3 (residential), to create 3 dwellings	Prior Approval Required and Refused	
3/22/1019/HH	3 The Rookery	11/07/22	Single storey rear extension and front porch	Grant consent with conditions	
3/22/1531/LBC	The Pilgrimage 7 Pilgrims Row	22/08/22	Replacement and lowering of kitchen floor with limecrete	Pending	